

**Information Network of Kansas
Board Meeting
July 10, 2008**

The July 10, 2008 meeting was held at the KDOT Office, 700 SW Harrison, 2nd Floor, Topeka, KS 66603. At 10:00 a.m. Chairman Yunk called the meeting to order.

The following Board members and proxy were present: Stan Ahlerich, Tim Blevins, Cynthia Dunham, Duncan Friend, David King, Kathy Sachs, Tom Winters, and Dan Yunk. Others present were: Jim Hollingsworth, INK Executive Director; Phil Elwood, INK General Counsel; Lisa Counts, Shane Myers, DiAnna Wages, and Michael Cook, Kansas Information Consortium (KIC); Dan Korber, Kansas, Inc.

Consent Agenda

Yunk referred to the Consent Agenda, noting the Executive Committee had met with Hollingsworth and recommended the Board consider this format. Yunk noted any Board member may request that any item be removed from the consent agenda and moved to the regular agenda.

The following items were on the Consent Agenda:

- Approve Signatory Cards for CoreFirst bank accounts – Chair, Vice-Chair, Treasurer, Executive Director;
- Approve Mize Houser Accounting Renewal Contract – 18 month term;
- Approve Contract for District Court Record Access – Jackson County;
- Approve Contract for Kansas Department of Commerce – Providing KanPay to provide online transaction payments for conference registration;
- Approve Service Request 387 – Kansas Department of Revenue – Begin development of online application to accept Homestead Refund claims;
- Approve Kansas, Inc. request for one-year extension to the Indicators of the Kansas Economy (IKE) Grant;
- Approve Court of Tax Appeals (COTA) request for six-month extension to the COTA Case Management System Grant.

At 10:02 a.m. Friend joined the meeting.

A motion was made by Dunham to approve the Consent Agenda for the July 10, 2008 INK Board Meeting. Seconded by Winters. Motion carried.

Treasurer's Report

Hollingsworth provided the Board with an overview of the INK Financials for the period ending May 31, 2008. Hollingsworth noted the bank name had been changed to reflect CoreFirst, and the overall financials were on track.

Hollingsworth noted anomalies on the Statement of Activities were due to a change in KIC accounting.

Hollingsworth referred the Board to the Statement of Activities, Net Revenue by Entity as Percentage of Net Revenue, noting this information would be included in the financials, as requested by the Board.

A motion was made by Ahlerich to accept the INK Financials for the period ending May 31, 2008. Seconded by King. Motion carried.

Network Manager Report

Counts provided the Board with an overview of the Network Manager Report, requesting any questions or clarifications.

Counts noted the District Courts search tool had reached 87 counties, as seven counties were added during June.

Counts noted an overview of the Kansas Business Center (KBC) project was provided to a regional meeting of the Kansas Small Business Development Centers on June 11, 2008 in Pittsburg, KS.

Counts noted Kansas.gov was represented at the Kansas Paralegal Association 31st Annual Meeting & Seminar on June 11, 2008.

Counts noted Kansas.gov was represented at the Kansas County Treasurers Association Seminar on June 19, 2008.

Counts noted the yearlong CyberTrust Security Management Program finished in June 2008, and final reports and certification were expected to be delivered soon.

Counts referred the Board to the letter dated July 10, 2008 regarding the Kansas Business Center Revamp – Strategic Funding Request. Counts provided an overview of the KBC revamp and requested the Board consider the \$239,238 Strategic Funding Request. Discussion ensued.

Hollingsworth supported the request, noting it was within the intent of the Strategic Funds and the KBC would require considerable resources while not generating substantial incremental revenue. INK would offset the cost of development and provide KIC the opportunity to expand their staff using KIC funds.

Sachs noted Thornburgh supported the request and was prepared to move forward.

Hollingsworth noted the request was intended to be informational and Board action would be required eventually.

King requested clarification regarding the FTE position. Counts noted the additional FTE would be absorbed into the KIC budget following the strategic funding request.

Yunk noted the Board's consensus and requested a motion to either act upon the request or put it on the September 2008 meeting agenda.

A motion was made by Winters to fund the Kansas Business Center Revamp – Strategic Funding Request as outlined in the July 10, 2008 document to the INK Board, at a level not to exceed \$239,238. Seconded by Dunham.

Hollingsworth noted this request would be reflected in the INK Financials with a separate KBC account which would be invoiced monthly to track the expenditure of funds.

Friend requested clarification regarding the National Information Consortium (NIC) centralized resources. Counts noted KIC would utilize these resources from other states to assist with the project, and the costs associated with these resources would be similar to KIC's resources.

Yunk referred to the motion made by Winters and seconded by Sachs. Motion carried.

Blevins requested clarification regarding the Network Manager's support statistics. Counts noted the increase in cases reported were a function of KIC being more responsive to the customer's needs.

Counts deferred to Myers to provide an overview of the Kansas.gov Marketing Campaign.

Myers provided a presentation summarizing the marketing plan. The plan places key emphasis on what marketing tactics will be applied to drive the customer throughout the customer life cycle and the end goal is to ensure the best experience is provided to customers and most importantly meets the customer's expectations.

A motion was made by Blevins to accept the Network Manager Report, including the Marketing Plan as presented to the Board. Seconded by Winters. Motion carried.

Executive Director Report

Hollingsworth provided the Board with the Executive Director Report, requesting any questions or clarifications.

Hollingsworth noted the Kansas PKI (Information Technology Identity Management Group, ITIMG) continued to finalize the charter policy for ITIMG, and Verisign had visited Kansas June 24-25, 2008 to discuss the upcoming contract renewal, operation issues and future directions of their organization.

Hollingsworth noted Qwest/Getronics, the security audit firm employed to perform the INK annual security audit held a conference call with INK and KIC to finalize audit documentation and scheduled the rescan of the network for the end of July 2008.

Hollingsworth noted the process had been difficult to this point, and Qwest had requested payment for the initial scan and documentation; however, Hollingsworth was requiring completion of the audit, including rescan and reporting prior to payment.

Hollingsworth noted Qwest had offered a change order to reduce the contract price by \$1,150 and would have the rescan and documentation completed by the 2nd week of August 2008.

Hollingsworth noted INK had met with Legislative staff on July 8, 2008, with no major issues brought forth.

Hollingsworth noted two grant proposals had been received, a grant from the ECC at Kansas University designed to provide satellite digital uplink to provide for nearly live coverage of the legislative sessions and for university internal access to nationwide television stations, and a grant from the Transportation Coordinating Council for funding a joint feasibility study for public access with the Kansas Criminal Justice Information Systems.

Hollingsworth noted the Grants Subcommittee had met and had further questions regarding each proposal, of which the responses had not been reviewed yet.

A motion was made by Ahlerich to accept the Executive Director Report for June 2008 and approve the Change Order regarding the Qwest security audit from \$22,850 to \$21,700, a difference of \$1,150. Seconded by Winters. Motion carried.

Hollingsworth provided an overview of the Lockbox Pricing Proposal from UMB, noting CoreFirst had not responded to the request in a timely manner. Hollingsworth recommended moving forward with the UMB proposal.

A motion was made by Winters to initiate the electronic lockbox with UMB. Seconded by Dunham. Motion carried.

Blevins recommended the Board review the Executive Director's authority in regards to change orders.

Other Business

Winters noted he would not seek reappointment and recognized the Board and its accomplishments. Yunk thanked Winters for his service to the INK Board.

Sachs noted Thornburgh requested clarification/concern regarding the Strategic Funding Request in regards to the rate structure, given the project was a partnership. Counts noted the rate structure assumed in this project was the same as other projects.

Executive Session

At 11:30 a.m. Winters moved that the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to Joint Rule 5 of the Joint Rules of the Senate and House of Representatives and subsection (b) (13) of KSA 2000 Supp. 75-4319, as amended by Section 2 of Chapter 190 of the 2001 Session Laws of Kansas, for the purpose of consulting with Counsel to discuss contract issues related to the attorney-client privilege and to discuss personnel matters of non-elected personnel. No binding action shall be taken during closed or executive recesses and that the Information Network of Kansas resume the open meeting in this room, 2nd Floor of the KDOT offices at 12:00 p.m., and that this motion, if adopted, be recorded in the minutes of the Information Network of Kansas and be maintained as a part of the permanent records of the Board. Seconded by Ahlerich. Motion carried.

At 12:00 p.m. the INK Board came out of Executive Session.

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At 12:10 p.m. the INK Board came out of Executive Session.

A motion was made by Winters that read

This contract in the form submitted to the INK Board today shall be and is hereby approved subject to the addition of language to section 9.3.2 to clarify those shared portal fees to be included "Above the Line" before the net revenue split and that the working group reviewed the threshold amount in 17.4.2 to confirm the appropriateness of relying upon 2007 as the base year or moving back to an earlier year. Subject to those two issues the contract shall be submitted to KIC in black line form of all choices and KIC will be advised INK shall be ready to sign in this form if KIC finds acceptable. Seconded by Ahlerich. Motion carried

A motion was made by Dunham to approve the Executive Directors contract with further follow up on incentive compensation. Seconded by Winters. Motion carried

Adjourn

With no further business, at 12:18pm, Yunk requested a motion to adjourn the meeting. A motion was made by Ahlerich to adjourn the meeting. Seconded by Winters. Motion carried.

Respectfully submitted



Joan Wagnon
Secretary